

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT  
Health Agency/Public  
Health Department

(2) MEETING DATE  
March 7, 2006

(3) CONTACT/PHONE  
Nancy Rosen (805) 781-5518

**(4) SUBJECT**

Renewal agreement with the State Department of Health Services to improve immunization services to children, adolescents, and adults; and approve the corresponding budget adjustment in the amount of \$63,384 (unanticipated revenue).

**(5) SUMMARY OF REQUEST**

The State Department of Health Services/Immunization Branch provides annual funding to San Luis Obispo (SLO) County Public Health Department (PHD) to improve immunization services to the citizens of our County. Included in the state agreement is funding for the Community Health Centers of the Central Coast (CHCCC) as a subcontractor to the county, to pursue the same immunization goals for their clinical operations. Immunizations are a key preventive measure that safeguards the health of children as well as the overall community. Every year over 2,500 children are born in SLO County. All of these children must be immunized against 12 childhood diseases to protect their health and future (and to meet preschool and school admittance requirements). SLO County is working towards the Health People 2010 goal of immunizing at least 90% of all children by 2 years of age.

**(6) RECOMMENDED ACTION**

It is recommended that the Board approve: (1) a renewal agreement (Clerk's File) with the California State Department of Health Services (DHS) to provide funding to continue the Immunization Action Plan (IAP) grant for FY 2005/06, (2) a corresponding renewal agreement (Clerk's File) with the Community Health Centers of the Central Coast (CHCCC) to increase immunization services to children, (3) corresponding budget adjustment in the amount of \$63,384 from unanticipated revenue, of which \$57,944 is to fund the agreement with CHCCC and \$5,440 for the Public Health Department, both to increase immunization services throughout the county (Approval 4/5's vote is required) and (4) authorize the Public Health Administrator to sign future IAP amendments and agreements that do not increase the level of General Fund required for the program.

(7) FUNDING SOURCE(S)  
Federal/State

(8) CURRENT YEAR COST  
\$201,669

(9) ANNUAL COST  
\$201,669

(10) BUDGETED?  
☒ YES ☐ N/A  
☐ NO

**(11) OTHER AGENCY/ADVISORY GROUP INVOLVEMENT (LIST):**

County Counsel has approved the agreement(s) as to form and legal effect, 1) State agreement, 2) Contract with Community Health Centers of the Central Coast.

(12) WILL REQUEST REQUIRE ADDITIONAL STAFF? ☒ No ☐ Yes, How Many?  
☐ Permanent ☐ Limited Term ☐ Contract ☐ Temporary Help

(13) SUPERVISOR DISTRICT(S)  
1st, 2nd, 3rd, 4th, 5th,

(14) LOCATION MAP  
☐ Attached ☒ N/A

**(15) AGENDA PLACEMENT**

☒ Consent ☐ Hearing (Time Est. \_\_\_\_\_)  
☐ Presentation ☐ Board Business (Time Est. \_\_\_\_\_)

**(16) EXECUTED DOCUMENTS**

☐ Resolutions (Orig + 4 copies) ☒ Contracts (Orig + 4 copies)  
☐ Ordinances (Orig + 4 copies) ☐ N/A

**(17) NEED EXTRA EXECUTED COPIES?**

☐ Number: \_\_\_\_\_ ☒ Attached ☐ N/A

**(18) APPROPRIATION TRANSFER REQUIRED?**

☐ Submitted ☒ 4/5th's Vote Required ☐ N/A

**(19) ADMINISTRATIVE OFFICE REVIEW**

*OK Dan Buttski*

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7:00  
(3)*

# County of San Luis Obispo • Public Health Department



## *Family Health Services Division*

2191 Johnson Avenue • P.O. Box 1489

San Luis Obispo, California 93406

(805) 781-5500 • Fax: (805) 781-5543

*Gregory Thomas, MD, MPH*

*County Health Officer*

*Public Health Department Director*

TO: Board of Supervisors

FROM: Gregory Thomas, M.D., M.P.H., Public Health Administrator

DATE: March 7, 2006

SUBJECT: Renewal agreement with the State Department of Health Services to improve immunization services to children, adolescents, and adults; and approve the corresponding budget adjustment in the amount of \$63,384 (unanticipated revenue).

*Pamela Dudley, PHN, MSN*  
*Public Health Nursing Director*

### Recommendation

It is recommended that the Board approve: (1) a renewal agreement (Clerk's File) with the California State Department of Health Services (DHS) to provide funding to continue the Immunization Action Plan (IAP) grant for FY 2005/06, (2) a corresponding renewal agreement (Clerk's File) with the Community Health Centers of the Central Coast (CHCCC) to increase immunization services to children, (3) corresponding budget adjustment in the amount of \$63,384 from unanticipated revenue, of which \$57,944 is to fund the agreement with CHCCC and \$5,440 for the Public Health Department, both to increase immunization services throughout the county (Approval 4/5's vote is required) and (4) authorize the Public Health Administrator to sign future IAP amendments and agreements that do not increase the level of General Fund required for the program.

### Discussion

Since FY 1993/94, the DHS Immunization Branch has provided annual Immunization Action Plan (IAP) funding to improve immunization services to the citizens of San Luis Obispo (SLO) County. Immunizations are a key preventive measure that safeguards the health of children as well as the overall community. The widespread success of immunization programs in the United States has resulted in a drastic reduction of many harmful infectious diseases. Every year over 2,500 children are born in San Luis Obispo County. All of these children must be immunized against childhood diseases to protect their health and future (and to meet school admittance requirements). SLO County is working towards the Healthy People 2010 goal of immunizing at least 90% of all children by 2 years of age.

The attached renewal is a grant to assist the Public Health Department (PHD) to do the following:

1. Program Management – Coordinate and implement strategies to improve immunization rates with local public and private agencies.

2. Service Delivery – Operate immunization clinics in accordance with U.S. Public Health Service standards; provide in-service training on immunization standards; ensure medically underserved children, adolescents and adults receive all recommended immunizations through a medical home; and maintain an immunization clinic reminder/recall system.
3. Population Assessment – Assess children immunization levels in childcare/Head Start centers and Kindergarten entrance.
4. Surveillance and Outbreak Control – Establish and maintain a system for identification and reporting vaccine preventable diseases.
5. Provider Quality Assurance – Provide and promote training opportunities for health care providers. Conduct 10 clinical assessments of private/public providers who are registered under the Vaccine For Children (VFC) program.
6. Consumer Information – Increase private provider and consumer awareness of the importance of immunizations, including flu vaccinations, through public service announcements, press releases, and distribution of printed information to providers and parents.
7. Immunization Registries – Collaborate with private organizations and other stakeholders to assist with provider recruitment, and increase the percentage of public and private sites participating in the registry.
8. Vaccine Management- Agree to terms and conditions related to the storage and use of federally paid vaccines per the Center for Disease Control/DHS Immunization Branch requirements.
9. By June 2008, Community Health Clinics of the Central Coast (CHCCC) will fully internalize their use of California Automated Immunization Registry (CAIR) into ten sites (Nipomo, Arroyo Grande 2 sites, SLO, Morro Bay, Cambria, Atascadero, Paso Robles, Oceano, and Guadalupe) that provide pediatric vaccinations; as demonstrated by CAIR generate vaccination rates of 2 year olds to be in the 85% percentile for all sites combined.
10. Input 70% of all children born in SLO County into the Immunization Registry, approximately 5,500 children over a three year period, and generate immunization reminders for children whose medical home is not using the registry to perform this function.

The Public Health Department requests to work an existing 0.75 FTE Admin. Assistant III full time (up to ten additional hours/week) to complete the following tasks:

- Input up to 5,500 records into the Immunization Registry from birth certificates, and at Private Medical Doctor's offices new to the immunization registry.
- Contact new parents to explain the registry, answer any questions before they give permission to join the registry. Update missing information in patient records.

CHCCC receives funding to complete the following tasks:

- A similar scope of work as noted in 1-8 above.
- Add a full time staff person "Assistant Registry Coordinator-North County" who will report to the CHCCC Immunization Coordinator and be responsible for North County (NC) sites which administer pediatric vaccine. Responsibilities include: implementing the Immunization Registry in all NC sites, provide training in all registry activities and administration of pediatric vaccines, vaccine management, run monthly quality

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assurance reports and quarterly reports of “two year old vaccination rates”, and facilitate the inputting of historical data into the Immunization Registry for 0-2 yr olds.

- Send RN/LVN site Pediatric leads to attend SLO quarterly registry meetings, and immunization update trainings as needed.
- Provide sixteen computer workstations for Medical Assistants to do real time data entry of immunizations and provide up to date immunization cards to patients.

#### Other Agency Involvement/Impact

The PHD will work with Twin Cities Community Hospital, Sierra Vista Regional Medical Center, and French Hospital to gather name and address information on all newborns to input these children into the Immunization Registry. County Counsel has approved the agreements as to form and legal effect.

#### Financial Considerations

In FY 2004/05, the PHD received \$101,669 from the IAP grant. CHCCC received \$34,000.

The adopted budget for FY 2005/06 includes expense and revenue in the amount of \$101,669 for the PHD. Included in this amount is \$34,000 for CHCCC.

The new agreement provides an additional \$100,000 for a new total of \$201,669. However, the requested budget adjustment of \$63,384 includes \$57,944 for the subcontractor and \$5,440 for operating expense in the PHD. The department has existing salary appropriation savings within the department to absorb the \$36,616 for personnel. The funds provided to the PHD will offset an additional ten hours of an Administrative Assistant per week, and increase the hours of a (0.5 FTE) Public Health Nurse (not to exceed 220 hrs/year), and increase time allocated to this grant by the (1.0 FTE) Supervising PHN of the program.

The \$34,000 subcontract with CHCCC will be increased by \$57,944 to a new amount of \$91,944.

Description	Budget 05/06 +	Unanticipated Revenue	= Revised Budget 05/06	% FTE
Personnel (Salary/Benefits)	\$ 59,693	\$ 36,616	\$ 96,309	
Sup PHN	\$ 27,686	\$ 19,332	\$ 47,018	42%
PHN	\$ 8,964	\$ 4,482	\$ 13,446	15%
AAIII	\$ 23,043	\$ 0	\$ 23,043	45%
AAIII additional		\$ 12,802	\$ 12,802	25%
Vaccine for Children Service	\$ 4,000	\$ 0	\$ 4,000	
Operating Expense	\$ 2,976	\$ 5,440	\$ 8,416	
CHCCC subcontract	\$ 34,000	\$ 57,944	\$ 91,944	
Administrative Fee*	\$ 1,000	\$ 0	\$ 1,000	
Total	\$101,669	\$100,000	\$201,669	
GF Contribution	\$ 1,517	\$ 0	\$ 1,517	

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\* DHS Immunization Branch contracts do not allow indirect cost to be billed. One reason given is that the state Vaccine For Children (VFC) program provides the County PHD – free of cost, vaccines for children 18 years and younger. In 2005 the value of this vaccine was \$106,664.

This agreement has \$ 1,517 of General Funds support. Approval of this agreement will not increase the level of General Fund support required by the PHD.

### Results

1. By the year 2008, the PHD strives for 90% of the all the two-year-olds living within the county to be vaccinated with recommended immunizations. The following are the immunization rates for children seen at least twice in the PHD clinics and CHCCC.

#### Public Health Department

FY 2003/04 - 71.70% of 53 children

FY 2004/05 – 81.40% of 59 children

FY 2005/06 – 85.50 % projected

#### Community Health Centers of the Central Coast

FY 2003/04 – 69.70% of 185 children seen at CHCCC

FY 2004/05 – 75.85% of 414 children seen at CHCCC

FY 2005/06 – 80 % projected

The number of young children seen at the PHD clinics has decreased due to more children being seen in the community/private sector (establishing a “medical home”) over the last couple of years. We continue to work toward the Healthy People 2010 goal of immunizing at least 90% of all children by two years of age.

2. For the time period 7/05 through 6/08, the Immunization Registry will contain 70% of all children born in SLO County, approximately 5,500 children over the three year period, and generate immunization reminders for children whose medical home is not using the registry to perform this function.

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